



# MINUTES

## Historic Preservation Advisory Board

### February 7, 2024 – 5:30 P.M.

*Audio and Video of this meeting can be accessed at:  
<http://losalamos.legistar.com/Calendar.aspx>*

#### 1. CALL TO ORDER / INTRODUCTIONS

Chair Laurent called the meeting to order at 5:35 PM.

##### **Members Present:**

Steven Laurent, Chair  
Elizabeth Martineau, Vice Chair  
Loretta Weiss, Member  
Robert Dryja, Member

##### **Members Absent:**

Nancy Bartlit, Member

##### **Staff Present:**

Sobia Sayeda, Planning Manager  
Desirae J. Lujan, Associate Planner

##### **Council Liaison:**

Suzie Havemann

#### 2. PUBLIC COMMENT

None.

#### 3. HISTORIC PRESERVATION ADMINISTRATIVE BUSINESS

##### A. Approval of Agenda

**VICE CHAIR MARTINEAU MOVED TO APPROVE THE AGENDA; SECONDED BY MEMBER DRYJA. AGENDA APPROVED.**

##### B. Historic Preservation Advisory Board (HPAB) Minutes, January 3, 2024, Meeting

Corrections to the draft minutes were conveyed and acknowledged by staff.

**MEMBER WEISS MOVED TO APPROVE THE MINUTES AS AMENDED; SECONDED BY MEMBER DRYJA. MINUTES APPROVED AS AMENDED.**

#### 4. DISCUSSION AND ACTION ITEMS

##### A. Approval of the HPAB 2024 Work Plan

Chair Laurent suggested that the Board work through Work Plan item by item. The Board agreed. Ms. Sayeda stated that staff will ensure that the Table listing the Members and their terms is updated accordingly before being presented to County Council. It was communicated that the Work Plan template has changed. It is being formatted to be fillable, so it is not available to use tonight, but staff will transfer the language onto the new template when available.

The Board discussed the Work Plan by section, and using the draft Work Plan, and referencing the new Work Plan template, provided staff with responses for each. Some areas were identified where staff would expand the language, and others where Board Members would provide text.

**MEMBER WEISS MOTIONED FOR STAFF TO CLEAN UP THE WORK PLAN, PER TONIGHT'S DISCUSSION, AND THE BOARD WILL REVIEW AND APPROVE NEXT MONTH AT THE MARCH 6 MEETING; SECONDED BY VICE CHAIR MARTINEAU. APPROVED, 3-0.**

## **5. BOARD/DEPARTMENT COMMUNICATIONS**

### **A. Staff's Report**

Ms. Sayeda shared that staff has received seven (7) applications for potential HPAB members. Interviews are being scheduled for next week with the Staff Liaison, Board Chair, and Council Liaison. The Board was informed of the process. Ms. Sayeda stated that she would work to get them on the Council's Agenda as soon as possible.

It was mentioned that that some of the Board Members had attended or listened to the City of Santa Fe's Historic Board meeting. They shared the topic of discussion and expressed interest in attending or listening to future meetings regarding the demolition of buildings near the New Mexico State Capitol. Member Weiss stated that the meeting could be a good training opportunity for new members.

Ms. Sayeda shared agenda items proceeding to Planning and Zoning Commission on February 14, 2024, and staff initiatives to create internal checklists for accepting, processing, and reviewing applications.

### **B. Chair's Report**

Chair Laurent provided a follow up to grants discussed at the last meeting, specifically applying for the Cultural Properties Restoration Fund Grant. He stated that he wrote a letter to the State Historic Preservation Office (SHPO), and their response was that our request does not fit this grant program. They recommended that the county, instead, apply for the CLG Grant Program.

***Chair Laurent submitted the mentioned correspondence into the record.***

The Board discussed financing options.

### **C. Board Liaison Report**

### **D. Council Liaison Report**

## **6. PUBLIC COMMENT**

No comment.

## **7. NEXT MEETING(S)/FUTURE AGENDA ITEMS**

### **A. March 6, 2024**

Finalize and approve Work Plan.

## **8. ADJOURNMENT**

7:33 PM